



## **CLUSTER MEETING MINUTES**

**Interdisciplinary/Library**

**October 13, 2015**

**1:30 pm -3:30 pm**

**Lake Worth Library Room LL303**

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**ITEM 1. What can faculty do to support the four Performance Funding measures (Job Placement/Continuing Education, Completion to 3-4 years, Retention, and Entry Level Wages)?**

Discussion: Librarians discussed what areas of performance funding we can support. Retention and completion were the consensus areas of focus where libraries have helped in the past and where librarians can increase involvement. David Pena suggested having librarians embedded into courses. It was agreed that the focus of this effort would be reaching out to students in high risk gateway courses and working to identify at risk students. There was also a discussion of services we have been providing that should be promoted to improve retention and completion. Connie Tuisku mentioned the success she has had lowering student anxiety about the citation and research process using the citation tool EasyBib. Doug Cornwell also found working with the English Writing Lab in order to provide MLA workshops to several sections of Speech courses was effective. Librarians also discussed how to measure our effectiveness long term. Brian Kelley mentioned how we can use data from the standardized information literacy assessment Project Sails to see how classes that did not have library instruction score versus those that did not have library instruction. It was also suggested we should begin to consider an assessment of information literacy as students enter Palm Beach State College and when they exit.

Action: Each campus will explore how to best identify classes librarians could be embedded in.

## **ITEM 2. Review Cluster Minutes Guidelines**

Discussion: The importance of following Cluster minute guidelines was discussed.

Action: As scribe Robbie Allen will review the Cluster minute guidelines.

## **ITEM 3. Sub-Committee Reports**

### **A. Instruction Video Sub-Committee (Robbie Allen)**

Discussion: Three more instructional videos have been created and are waiting for review.

Particularly with a new ILS system on the horizon there is a need to provide a stable link so when videos are updated they retain the same URL.

Action: The Instruction Video Sub-committee will look for a platform that provides a stable URL so faculty will not have to update their links in their courses when we update a locally created instructional video.

### **B. Assessment Sub-Committee (Robbie Allen)**

Discussion and Vote: The Assessment Sub-Committee put to a vote using locally created questions or standardized questions from Information Literacy Assessment & Advocacy Project (ILAAP) for our program outcome assessment which will be measured in ENC1102. It was pointed out that the main difference between the two would be locally designed questions would have more control on the vocabulary used in the questions and it could be more directly aligned with our teaching. While it some of the local controls, the ILAAP assessment questions provide vetted questions that are used internationally and are aligned with the Association of Research and College Libraries (ACRL) Information Literacy Framework and ACRL's Information Literacy Standards.

Data/data source:

Locally created questions:

[http://palmbeachstate.libguides.com/ld.php?content\\_id=16580666](http://palmbeachstate.libguides.com/ld.php?content_id=16580666)

ILAAP (Quantitative)

[http://palmbeachstate.libguides.com/ld.php?content\\_id=16580677](http://palmbeachstate.libguides.com/ld.php?content_id=16580677)

ILAAP (Qualitative)

[http://palmbeachstate.libguides.com/ld.php?content\\_id=16580683](http://palmbeachstate.libguides.com/ld.php?content_id=16580683)

Action: The Cluster voted to administer the Information Literacy Assessment & Advocacy

Project questions for our program assessment where the questions align with our program outcomes.

#### **C. Honors Sub-Committee Report (Doug Cornwell)**

Discussion: Professor Cornwell updated the Cluster on the Honors Sub-Committee. The sub-committee suggested that it become a taskforce since the recommendations have been made. The committee brought to Marcella Montesinos suggestions that an invitation to get help from a librarian on their honors project be sent out to students. They also brought forward an information literacy rubric for setting expectations for honors projects. Ms. Montesinos will bring these recommendations to the Honors Board.

Action: Professor Cornwell will report back to the Cluster if the invitations for library help and information literacy rubric were accepted by the Honors Board.

#### **D. Web Site Development (Ken Meyers)**

Discussion: Professor Myers commented on the clarifying the charge of the committee which will be discussed at their first meeting. How the statistics for the library's web page is being affected by single sign on though PantherWeb and Blackboard was also discussed.

Action: Clarification of charge will be discussed at initial meeting.

## **ITEM 4. Discussion Items**

### **A. Project Sails Recruitment (Connie Tuisku)**

Discussion: Professor Tuisku explained the direction she is hoping to see us take in regard to administering Project Sails, a standardized information literacy measurement tied to the ACRL Information Literacy Framework. The assessment is to measure and compare ENC1101 and ENC1102 courses. The aim is to also to have a comparison of courses that did receive library instruction as part of their courses versus those that do not. There will need to be a recruiter for faculty participation at each campus. Professor Tuisku provided a promotional flyer. It was agreed that asking for buy-in during the fall term is too short of a timeframe so the library will look to administer Project Sails in the spring term. Brian Kelley said that we will be looking for about 200 students to take this assessment. The test can be done in class or outside of class. The potential of having a drawing for classes that do the assessment was discussed.

Data/data source: [http://palmbeachstate.libguides.com/ld.php?content\\_id=16580836](http://palmbeachstate.libguides.com/ld.php?content_id=16580836)

Action: Recruiters from each campus will seek out ENC1101 and ENC1102 classes to participate in the Project Sails information literacy assessment.

### **B. New Databases List in LibGuide (Doug Cornwell/ Robbie Allen)**

Discussion: Professor Cornwell discussed and demonstrated the update to our LibGuides database page. It was suggested that we replace the Palm Beach State College Databases On Campus web page with this list so only one page is maintained.

Data/data source: <http://palmbeachstate.libguides.com/az.php>

Action: The Cluster voted to use the new LibGuides database page to replace the Palm Beach State College Databases On Campus web page so as not to duplicate this list.

### **C. Instruction Request Form (Doug Cornwell)**

Discussion: Professor Cornwell demonstrated how he has condensed the library instruction form. He also plans to have a printable conformation page pop up when the form is completed.

Data/data source: (where appropriate)

## **ITEM 5. Campus Reports**

### **A. Belle Glade (Angelica Cortez)**

Discussion: Professor Cortez stated that library instruction has been very busy. Belle Glade also started having workshops for faculty and she was happy with the attendance at the first session.

### **B. Lake Worth (Brian Kelly)**

Discussion: Alyse McKeal's survey to student services has been sent out. In regard to the Common Reader, Brian Kelley and Professor McKeal are working with several groups on campus under the umbrella of CROS Ministries to run a food drive. Other options for supporting homeless students on campus are being explored including helping with housing and other issues. A discussion forum is being planned as well. Constitution Week was once again very successful. The Lake Worth Campus Library also success with its Hispanic Heritage event, Savor the Flavor.

### **C. Palm Beach Gardens (David Pena)**

Discussion: The Palm Beach Gardens Campus Library is filling a circulation and a part-time librarian position. The Palm Beach Gardens Campus Library had over 200 people come for Constitution Day. They also had a very successful event when they hosted Pamela Toussaint for a speaking engagement. Palm Beach Gardens Campus Library is looking at having a panel for the Common Reader that will include homeless students. Also tied to the Common Reader, a food drive is taking place and they have been working with the Hot Topics group in developing the programs. Mr. Pena is also working on the library's substantive change report for the new campus.

## **OTHER.**

### **A. Selecting New Scribe**

Discussion: With Marisha Kelly resigning a new scribe was needed. Robbie Allen was nominated and approved as scribe.

Action: Robbie Allen became scribe effective immediately.

### **B. Subject List in LINCCWeb**

Discussion: There was not feedback from the previous Cluster meeting about the subject list in LINCCWeb. Feedback was extended until the end of the fall term since updates will not take place until after the semester.

Data/data source: [http://palmbeachstate.libguides.com/ld.php?content\\_id=15097581](http://palmbeachstate.libguides.com/ld.php?content_id=15097581)

Action: Feedback on changing the subject list in LINCCWeb is sought before the end of the fall term.

### **C. Subject List in LibGuides**

Discussion: Connie Tuisku brought up the need to update the LibGuides subject list. It was decided that Robbie Allen, Alyse McKeal, and Connie Tuisku will look at this list.

Data/data source: <http://palmbeachstate.libguides.com/>

Action: Robbie Allen, Alyse McKeal, and Connie Tuisku will look at updating the LibGuides subject list and report back to the Cluster.

### **D. Update on FALSC**

Discussion: Brian Kelley gave an update on the Florida Academic Library Services Cooperative (FALSC). The new ILS system will likely be coming in about two years. FALSC will provide several opportunities to be involved in the process through various committees. FALSC has hired a consultant, Kate Nevins, to examine the future direction and

administration of FALSC. Discussion groups have been set up, including a session at

Palm Beach State College's Lake Worth Campus on October 14, 2015.

Data/data source: [http://palmbeachstate.libguides.com/ld.php?content\\_id=16583941](http://palmbeachstate.libguides.com/ld.php?content_id=16583941)

**Attendance:**

Robbie Allen	Lisa Hogan	Rachael Neu
Patricia Alvarez	Brian Kelley	David Pena
Joanne Cameron	Robert Krull	Susan Setterlund
Douglas Cornwell	Alyse McKeal	Halimeh Shatara
Angelica Cortez	Kenneth Myers	Connie Tuisku

Submitted by:

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Robbie Allen, Scribe

c. Minutes Distribution List